

State of California  
Department of Corrections & Rehabilitation  
Office of Peace Officer Selection

# Sample Written Examination

## Correctional Officer

# SAMPLE SELECTION EXAM

This is a sample of items on the written selection exam for the Correctional Officer (CO) classification. The purpose of this document is to familiarize you with the format and the types of questions on the exam.

Passing this sample exam does not entitle you to participate in the CO selection process. It is only intended to provide you with an idea of what to expect, should you decide to take the actual selection exam.

The actual selection exam is a timed multiple-choice test divided into two sections: Reading Comprehension and Mathematics. Three and a half hours are allowed to complete the exam.

For additional information regarding the CO selection process, you may contact the Selection Center nearest you at the following locations:

<u>Northern Selection Center</u>	<u>Central Selection Center</u>	<u>Southern Selection Center</u>
9838 Old Placerville Rd, Ste B	2150 S. East Ave., Ste 350	9065 Haven Ave., Ste 201
Sacramento, Ca 95827	Fresno, Ca 93706	Rancho Cucamonga, Ca 91730
(916) 255-2500	(559) 445-6141	(909) 944-6697

or visit our website at **[www.cdcr.ca.gov](http://www.cdcr.ca.gov)** or call **1-866-CDC-JOBS**

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The following pages provide sample items representing the two sections of the exam. Four sample questions are provided for each section.

Your answers to these questions can be checked using the answer key at the end.

## Section 1: Reading Comprehension

The reading comprehension section is designed to test your ability to understand what you read and to form logical paragraphs.

Sample Questions:

For questions 1 through 4, read the passage and the question carefully then choose the correct statement.

Inmates are responsible for mailing their own forms and legal documents to a court of law. A list of addresses for the different courts is provided to inmates. Inmates are also required to pay the postage for any documents they send. On occasion, a document requires a notary's signature before being submitted to a court. Because notarization is not provided for free, inmates must pay the fees for this service.

1. Based ONLY on the paragraph above, which one of the following statements is the most accurate?
  - A. Inmates must pay for any postage required to mail court documents.
  - B. An inmate can ask for assistance with mailing documents to a court.
  - C. Each document an inmate mails to a court requires notarization.
  - D. Inmates are reminded to pay for notary services by the court of law.

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Inmates frequently move within a facility from one location to another. Any time an inmate needs to move from one place to another, a pass is required. The pass must be signed by an officer. If an inmate is suspected of forging an officer's signature, the pass should be verified immediately.

2. Based ONLY on the paragraph above, which one of the following statements is the most accurate?
  - A. An inmate with an officer does not need a pass.
  - B. A pass must be signed by an officer to be valid.
  - C. A suspicious pass needs an officer's signature.
  - D. An inmate is disciplined when found with a forged pass.

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An inmate should not be confined to a separate holding area as a form of punishment for longer than ten days. However, exceptions can be made if the inmate poses a threat to the safety of other inmates and staff members. In such cases, longer confinement may be acceptable. The warden must approve each case before a longer confinement is imposed.

3. Based ONLY on the paragraph above, which one of the following statements is the most accurate?
    - A. An inmate can be confined to a separate holding area if their own safety is threatened.
    - B. If an inmate poses a threat, a longer confinement period may be approved.
    - C. The warden has the ability to extend confinement without probable cause.
    - D. An extended confinement is acceptable if it is less than ten days.
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When inmates arrive at a facility, they are given a copy of the facility's Rules and Regulations. However, policies often change. When this occurs, the Rules and Regulations are revised. A new copy is then given to all inmates and officers. Officers are available to answer questions from inmates regarding the revisions. Copies of all the revisions are kept in the law library.

4. Based ONLY on the paragraph above, how are inmates made aware of changes to the Rules and Regulations?
  - A. Inmates are given a copy of the new Rules and Regulations.
  - B. Officers answer inmates' questions about policy changes.
  - C. Officers inform inmates of the changes in the policy.
  - D. Inmates are given copies of only the changes to policy.

## Section 2: Mathematics

The mathematics section is designed to assess your knowledge and skill in solving a variety of arithmetic computations including addition, subtraction, multiplication and division with the use of a calculator. Questions are presented in word formats.

Sample Questions:

1. Building D currently has 189 inmates, with 92 beds unfilled. Building D is currently at what capacity?
  - A. 33%
  - B. 49%
  - C. 51%
  - D. 67%
2. Susan purchases prison supplies for 3 shift supervisors? Today she purchased eight batons; six safety vests and four flashlights for each of the shift supervisors. She also purchased the same number of items for an officer at a different building. How many total pieces of equipment did Susan purchase?
  - A. 18
  - B. 36
  - C. 54
  - D. 72
3. You are the officer in a unit that houses 59 inmates. There has been a gas leak and you are required to escort the inmates to the gym. Before the gas leak, 13 inmates were sent to the hospital for medical care, of which 2 were transferred to intensive care and 4 remained in the hospital. The remaining 7 inmates returned to the unit prior to the evacuation. How many inmates from your unit will you escort to the gym?
  - A. 46
  - B. 52
  - C. 53
  - D. 55
4. Each time officers control an incident between inmates an expense is incurred by the facility. For example, officers had to stop a fight in the recreation yard last week. They used \$8.27 worth of chemical agents. They used \$3.34 worth of rubber bullets. The incident also caused officers to work overtime, which cost a total of \$127.53. Some of the involved inmates had small tears in their clothing, which cost \$15.62 to replace. What was the total cost of the incident?
  - A. \$153.66
  - B. \$153.76
  - C. \$154.66
  - D. \$154.76

## Answer Key for Section 1: Reading Comprehension

### Explanations

1. Correct Answer: **A**. **A** is the only statement fully supported by the paragraph because it states that inmates are required to pay the postage for any documents they send, which includes court documents. Choice **B** is incorrect because the paragraph does not provide information regarding assistance with mailing. Choice **C** is incorrect because not all documents require a notary's signature. Choice **D** is incorrect because there is no mention of the court reminding inmates to pay for notary services within the paragraph.
2. Correct Answer: **B**. **B** is the only statement fully supported by the paragraph. A pass is only valid if it has an officer's signature. Choice **A** is incorrect because a pass is required any time inmates change locations. Choice **C** is incorrect because officer signatures may be forged. Choice **D** is incorrect because inmate discipline was not described in the paragraph.
3. Correct Answer: **B**. **B** is the only statement fully supported by the paragraph because it describes the requirements and required approval for extended confinement. Choice **A** is incorrect because the safety of the inmate was not provided as a cause for extended confinement. Choice **C** is incorrect because probable cause is required for extended confinement. Choice **D** is incorrect because confinement less than ten days is not considered extended.
4. Correct Answer: **A**. **A** accurately describes how inmates are informed of changes to the Rules and Regulations. Choice **B** is incorrect because while officers can answer questions about the changes, inmates are made aware of the new changes by the new copy of the Rules and Regulations. Choice **C** and **D** are incorrect because officers do not inform inmates of the changes and inmates receive a complete new copy.

## Answer Key for Section 2: Mathematics

### Explanations

1. Correct answer: **D**, because the total number of beds in Building D is 281 ( $189 + 92$ ); 189 divided by 281 equals 67%. The remaining choices are incorrect because they can only be achieved by computing the percentages of beds incorrectly.
2. Correct answer: **D**, because the answer is 72 when the numbers are multiplied and added correctly. The remaining choices are incorrect because they can only be achieved by multiplying and/or adding incorrectly.
3. Correct answer: **C**, because of the 59 inmates in the unit only six did not return to the unit (2 transferred to intensive care and the 4 remained in the hospital). Therefore, the correct answer is 53 ( $59 - 6$ ). The remaining choices are incorrect because they can only be achieved by adding and/or subtracting incorrectly.
4. Correct answer: **D**, because the total cost of the incident was \$154.76. The remaining choices are incorrect because they can only be achieved by adding incorrectly.